



## **CITY OF ROLLINGWOOD PARK COMMISSION MEETING MINUTES**

**Thursday, August 01, 2024**

The Park Commission of the City of Rollingwood, Texas held a meeting, open to the public, in the Municipal Building at 403 Nixon Drive in Rollingwood, Texas on August 1, 2024. Members of the public and the Park Commission were able to participate in the meeting virtually, as long as a quorum of the Park Commission and the presiding officer were physically present at the Municipal Building, in accordance with the Texas Open Meetings Act. A video recording of the meeting was made and will be posted to the City's website and available to the public in accordance with the Texas Public Information Act upon written request.

### **CALL PARK COMMISSION MEETING TO ORDER**

1. Roll Call

**Chair Melissa Morrow called the meeting to order at 12:00 p.m.**

**Present Members:** Chair Melissa Morrow, Mary Elizabeth Cofer, Don Hudson, Laurie Mills, Diana Wallace, and Chad Smith

**Also Present:** City Administrator Ashley Wayman and Assistant to the City Administrator Makayla Rodriguez

### **PUBLIC COMMENTS**

There were no public comments.

### **CONSENT AGENDA**

2. Discussion and possible action on the minutes from the July 9, 2024 Park Commission meeting

**Laurie Mills moved to approve the meeting minutes. Diana Wallace seconded the motion. The motion carried with 6 in favor and 0 against.**

### **REGULAR AGENDA**

3. Discussion regarding Quarterly Park Walk Through report from Public Works

Assistant to the City Administrator Makayla Rodriguez and the Park Commission discussed the Quarterly Park Walk Through document. Mary Elizabeth Cofer and Diana Wallace agreed to do the next quarterly walk through in October.

4. Discussion and possible action on a recommendation to City Council regarding the use of the lower park for a movie night event for Eanes Elementary on December 7, 2024

Jamie Bonyun, representative of Eanes Elementary, discussed the Eanes Movie Night event. The Park Commission asked questions of Ms. Bonyun regarding the event.

Chair Melissa Morrow asked if there were any issues with the event last year. City Administrator Ashley Wayman stated that there were no issues. Chair Melissa Morrow continued to ask questions regarding staff presence.

**Laurie Mills moved to approve the event. Chad Smith seconded the motion.**

Chair Melissa Morrow recommended having a police officer present for traffic control and safety.

City Administrator Ashley Wayman stated she will provide the details from the event last year.

**Chad Smith amended the motion to approve the event with the same terms as last year. Chair Melissa Morrow seconded the amended motion.**

**The motion carried with 6 in favor and 0 against.**

5. Discussion and possible action regarding trail rehabilitation project

Chair Melissa Morrow asked each member to share their vision for the trail. The Park Commission members discussed their thoughts and on the trail condition, the trail border, maintenance, and proposals received.

Laurie Mills asked if trail improvements could be funded by RCDC and City Administrator Ashley Wayman explained that it could be possible as a capital improvement project.

The Park Commission discussed trail improvements, the current condition, and next steps.

Chair Melissa Morrow stated that she would like the trail subcommittee to meet and walk the trail with Public Works Director Izzy Parra to get an understanding of what can be maintained by city staff and bring back a recommendation next month. She continued to say that she will go to the next RCDC meeting and request funding for trail improvements.

The Park Commission discussed the trail condition and next steps.

6. Update, discussion and possible action regarding tree proposal

Chair Melissa Morrow explained that the tree proposal went to City Council as an exceptional item. The Park Commission discussed next steps and funding ideas.

7. Update from Western Hills Little League and Western Hills Girls Softball

Assistant to the City Administrator Makayla Rodriguez stated there was not an update from Western Hills Little League.

8. Discussion regarding potential Park Commission budget requests

Chair Melissa Morrow stated that there were no items to discuss.

**ADJOURNMENT OF MEETING**

The meeting was adjourned at 12:39 p.m.

Minutes adopted on the 10 day of Sept, 2024.



**Melissa Morrow, Chair**

**ATTEST:**



**Ashley Wayman, City Administrator**